

TOWN OF COTTAGE GROVE
TOWN BOARD MEETING
OCTOBER 17, 2016

I. ADMINISTRATIVE

- A. Notice of the meeting was posted at the Town Hall and on the Town's internet site. Town Chair Kris Hampton, Supervisors Mike Fonger, Steve Anders, Kristi Williams and Mike DuPlayee were all present, along with Clerk Kim Banigan, Treasurer Debra Abel, Highway Superintendent Jeff Smith. Attorney Connie Anderson, DCSO Captain Jeff Teuscher, Deputy Steven French, Deputy Jennifer Grafton and Village Engineer Mike Maloney were present for a portion of the meeting.
- B. Hampton called the meeting to order at 7:00 P.M.
- C. Minutes of previous meeting(s): **MOTION** by DuPlayee/Anders to approve the minutes of the October 3, 2016 minutes as printed. **MOTION CARRIED 4-0-1** (Williams abstained).
- D. Finance Report and Approval of Bills: **MOTION** by DuPlayee/Anders to approve payment of bills corresponding to checks #30765-30809 from Monona State Bank. **MOTION CARRIED 5-0.**
- E. Public Concerns: Tom Lehmann, 2643 Bluebird Lane, expressed concerns over the Village's water main installation project on Gaston Road, saying that the mailing he received said one lane would remain open, but he had not found that to always be the case. He also said they are working at both ends of the project at once and it is difficult to figure out which way to go to get out each day and he was concerned that emergency vehicles would not be able to get through. He talked to someone at the Village, thinking that was the best place to start since it is their project, and learned that only 4 residences on Gaston Road plan to hook up to the water main. Maloney explained that the reason for the water main is to serve new development at the west end of the Village, and Town residents directly on Gaston Road were offered an opportunity to hook up as a concession to the Town during negotiation of terms for the permit to work in the right-of-way.
- F. Road Right of Way Permits: **MOTION** by Anders/Williams to approve a permit for Charter Communications to work in the right-of-way of Rathert Road, with fees to be determined by Jeff Smith. **MOTIN CARRIED 5-0.**

II. BUSINESS:

- A. Review September Police activities: There were 221 calls for service and 160 citations issued in September. Deputy French said there has been a lot of enforcement of local traffic only on Gaston Road, and many motorists have needed to be told what local traffic only means. They began with educational stops for several days before they began issuing citations. Maloney said that the project is progressing ahead of schedule and gave praise to the Town's deputies for doing the best job he has ever seen of keeping unnecessary traffic off the road so crews can work. He said that they can allow emergency vehicles to get through if they need to.
- B. Discuss/Consider leasing a second squad car beginning in 2017: Anders said that it is economically unfeasible to upgrade the radio and repair the video in the 2011 Crown Vic. Hampton asked Captain Teuscher if he thought the Town could get by with just one leased squad. Teuscher said the DCSO would make a loaner available in the event that the Town's squad was out of commission for an extended period of time. Anders asked Deputy French if he and Deputy Grafton could work out of the same vehicle. He said they can but he would prefer not to, for many reasons, but especially in the event of overlapping late calls. He also noted that currently each car has been putting on about 30,000 miles per year, and having two squads would continue to disperse that mileage. If a second squad is affordable, he felt it

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would be beneficial. Capt. Teuscher said that Deputy Biwer comes with his own car due to the canine unit, but that would go with him if he were to transfer elsewhere. **MOTION** by Hampton/DuPlayee to lease a second car beginning in January of 2017, at the quoted price of \$905.51/month for years 2017-20. **MOTION CARRIED 4-1** (Fonger opposed).

- C. Discuss/Consider change order clarifying dates and occupancy of watermain in Gaston Road Right-of-way permit: The Change Order provided by the Village contained two points. Atty. Anderson said she is OK with the first point, which keeps the permit expiration date at December 31, 2016 for construction activities, but extends the date to June 1, 2017 to allow for repair and restoration within the right-of-way. The second point relates to allowing the water utility to operate within the ROW, and Atty. Anderson suggested this may be better accomplished with a formal easement. Maloney said he can prepare one and submit it to Anderson for review. **MOTION** by DuPlayee/Anders to approve item 1. of the Change Order, and direct the Town Attorney to review the simple easement prepared by Maloney and bring it back to the Board. **MOTION CARRIED 5-0.**
- D. Discuss/Consider adoption of Resolution 2016-08 Approving Notice of Intent to Enact a Zoning Ordinance Pursuant to Section 60.23(34)(a), Wis. Stats.: DuPlayee asked the Clerk if she felt the Town would lose too much support by opting out of zoning. She said she felt there are things that have not been considered but was not opposed to the resolution approving notice of intent as long as the Board continued to thoroughly consider implications before a final decision is made in April. DuPlayee and Hampton thought it better to not be in the first group to opt out, but wait to see how it goes for those who do. Anders repeated his concerns from the last meeting about the County's zoning ordinance. **MOTION** by Fonger/Anders to adopt Resolution 2016-08 Approving Notice of Intent to Enact a Zoning Ordinance Pursuant to Section 60.23(34)(a), Wis. Stats. **MOTION FAIED 2-3** (Hampton, Williams and DuPlayee opposed.)
- E. Consider/Adopt motion to move into closed session pursuant to §19.85(1)(g) for the purpose of conferring with legal counsel who is rendering oral or written advice concerning litigation the Town is likely to be involved in (zoning enforcement 4407 CTH BB): **MOTION** by Hampton/Williams to go into closed session for the reason stated above. **MOTION CARRIED 5-0 BY ROLL CALL VOTE.** The room was cleared of all but the Board, Clerk, Treasurer and Attorney Anderson, and the door was locked. The closed session began at 7:55 P.M.
- F. Consider/Adopt motion to reconvene to open session to take any action necessary from closed session: **MOTION** by Hampton/Williams to reconvene into open session. **MOTION CARRIED 5-0 BY ROLL CALL VOTE.** The closed session ended at 8:10 P.M., the door was unlocked and Thomas Lehmann returned. **MOTION** by Hampton/DuPlayee to direct Attorney Anderson to work with the Clerk to draft a letter of denial of claim and the other two points discussed in the closed session. **MOTION CARRIED 5-0.**
- G. Discuss/Consider proposals for Insurance effective January 9, 2017: Three proposals were received:
- The Horton Group/Glatfelter Public Practice: \$28,274
 - Neckerman Insurance/Travelers: \$46,890
 - Greater Insurance Service Corp./EMS: \$49,382.

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Rural Mutual had declined to provide a proposal at the last minute. **MOTION** by DuPlayee/Fonger to accept the proposal from The Horton Group to insure the Town for \$28,274 in 2017. **MOTION CARRIED 5-0.**

- H. Discuss/Consider proposals for Janitorial Services effective January 1, 2017. Proposals were received from Coverall, Greyhound Janitorial Services, Pro 1 Janitorial and Servicemaster. As the proposals were not laid out exactly the same, the clerk had prepared a comparison chart that showed Coverall at the lowest cost overall, followed by Greyhound, Servicemaster and Pro 1. There was a question about Coverall's quote for hard surface floors. **MOTION** by Anders/DuPlayee to table to allow for the Clerk to check references and verify the price on hard surface floors. **MOTION CARRIED 5-0.**
- I. Discuss/Consider direct deposit payroll effective January 1, 2017: The Treasurer said that direct deposit payroll through Monona State Bank would cost \$40/month plus \$0.17 per item. She would have some additional paperwork to file before it went into effect on January 1st. **MOTION** by Anders/DuPlayee to approve direct deposit payroll effective January 1, 2017. **MOTION CARRIED 5-0.**
- J. Discuss/Consider rescheduling the first Town Board meeting in November: The Clerk asked if the first meeting in November could be held on November 1st rather than the 7th, to give her more time to prepare for the election on November 8th. **MOTION** by DuPlayee/Anders to hold the first meeting in November on Tuesday, November 1st. **MOTION CARRIED 5-0.**
- K. Consider approval of attendees for DCTA meeting on October 19th: **MOTION** by Anders/DuPlayee to allow up to 3 attendees. **MOTION CARRIED 5-0.**

III. CLERK'S REPORT: She hopes to have at least two quotes for health insurance soon.

IV. HIGHWAY SUPERINTENDENT'S REPORT: Smith did not return after the closed session.

V. BOARD REPORTS AND COMMUNICATIONS:

- A. Hampton: Received the Chamber of Commerce mailing and communication regarding the Transportation Improvement Program for the Madison Metropolitan Area and Dane County.

VI. COMMITTEE REPORTS:

- A. Emergency Government Committee: There will be a Hydrite Chemical mock emergency on October 19th from 4 to 8 p.m.

VII. Adjournment: **MOTION** by DuPlayee/Williams to adjourn. **MOTION CARRIED 5-0.** The meeting ended at 8:35 P.M.

Kim Banigan, Clerk
Approved 11/01/2016